

NORTH DAKOTA STATE LIBRARY TRAINING GRANT GUIDELINES & AGREEMENT MASTER OF LIBRARY and INFORMATION SCIENCE DEGREE (ALA/MLIS)

The North Dakota State Library has established a training grant program to encourage North Dakotans to pursue a Master of Library and Information Science degree from an ALA accredited school (ALA/MLIS) and to work in North Dakota. This year the program is for graduate activity that takes place beginning fall semester 2012. Applications are taken each year from March 1 – May 30; grants will be awarded by August 1 annually. This is a competitive grant program.

Library Services and Technology Act (LSTA) federal library funds have been made available for the training grant program. Applications may be made for a total amount up to \$8,500.

REQUIREMENTS

The applicant must be a resident of North Dakota at the time she/he is beginning the MLIS graduate program and be employed by a North Dakota grade, junior high, or high school library, a public library, or be an employee of the State Library.

The applicant must be accepted into an ALA/MLIS program prior to the award.

The applicant must successfully complete the program as outlined by the graduate program that they are enrolled in, and receive a minimum of a B for each course, or if appropriate, a pass for pass/fail. If an applicant withdraws or is terminated from the program, she/he must return all grant money received from the State Library within one year of completion of the last class.

The applicant who receives a grant must work for 24 months in a full time position in a North Dakota library after receiving her/his Master of Library and Information Science degree. The successful applicant must be employed in a North Dakota library within three months of receiving the ALA/MLIS degree. If an applicant does not do so, she/he must pay back all of the money that has been paid to them from the State Library within one year from the three month time period.

The grant may be used to pay tuition, university fees required by the program, and text-books required to complete the course of study only. The grant will be processed on a reimbursement basis, with the applicant submitting copies of invoices for tuition, fees, and/or textbooks paid; and a copy of the current transcript showing successful completion of course(s) for which reimbursement is requested. This may be done at the end of each semester. Reimbursement will be in \$1,000 increments, based on the percentage of the program completed.

The applicant must have shown good initiative, have very good interpersonal skills, and be able to collaborate well with colleagues to be considered. After being awarded a grant, the applicant must attend school two out of three semesters per year until successful completion of the program.

**TO APPLY PLEASE MAIL THE SIGNED GUIDELINES AND APPLICATION AND
REQUIRED MATERIALS TO:**

CYNTHIA CLAIRMONT-SCHMIDT
NORTH DAKOTA STATE LIBRARY
604 E. BOULEVARD AVENUE
BISMARCK, ND 58505-0800

Please send the following:

- The two page signed Guideline & Agreement and the completed and signed Application page.
- A letter of interest that includes your goals for the program, why you should be chosen for the grant, a paragraph on why you chose the MLIS program you selected, and your career goals.
- A copy of the letter of acceptance from the ALA/MLIS program to which you have been accepted.
- A current resume.
- Proof of North Dakota residence (e.g., a utility or telephone billing).
- Two names and daytime telephone numbers of references that are current or previous supervisors or board members.

All decisions will be made by the North Dakota State Library and will be based on funding availability. Applicants will be required to participate in a telephone interview.

For further information, please contact Cynthia Clairmont-Schmidt at the North Dakota State Library at (701) 328-2492, 1-800-472-2104, or ccclairmont@nd.gov. The North Dakota State Library Web site is: www.library.nd.gov.

I agree to these guidelines.

Applicants Signature

Date



APPLICATION FOR TRAINING GRANT

NORTH DAKOTA STATE LIBRARY

FOR MASTER OF LIBRARY AND INFORMATION SCIENCE DEGREE

ACCREDITED BY THE AMERICAN LIBRARY ASSOCIATION (ALA/MLIS)

SFN 59255 (11-2011)

NAME: _____

ADDRESS: _____

HOME PHONE: _____

CELL PHONE: _____

WORK PHONE: _____

E-MAIL: _____

GRANT AMOUNT REQUESTED: \$ _____

CURRENT EMPLOYER: _____

The grant money is to be used to pay tuition, fees, and books toward obtaining an ALA/Master of Library and Information Science Degree (MLIS).

I agree to the terms as outlined in the guidelines.

I agree to obtain my ALA/MLIS degree and work full-time for 24 months in a North Dakota library. If I do not complete these terms, I agree to return the full amount of the grant within one year of the date of non-compliance.

Applicant Signature

Date

FOR OFFICE USE ONLY

Approved By _____
North Dakota State Librarian

Date _____

Grant Amount Awarded \$ _____